

ARIZONA TRANSPORTATION BOARD



AVIATION POLICIES



Fiscal Year 2003

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TRANSPORTATION BOARD POLICIES FOR AIRPORT IMPROVEMENTS

October 2002

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Policy 1

ARIZONA STATE AVIATION SYSTEM

I. BACKGROUND

A. **AERONAUTIC'S ROLE**: The role of the Aeronautics Division is to provide the citizens of Arizona with a safe, balanced and integrated statewide aviation system to meet present and future needs. The following elements will be a part of the system:

1. Work cooperatively with all entities, both private and public, to develop a system of aviation and related facilities for inter- and multimodal transportation that will meet community needs as expressed through local planning, land use, patterns of commerce and public dialogue.
2. Represent the State of Arizona in planning, developing, maintaining and operating aviation facilities throughout the State.
3. Respond to the needs of the public, including their need to know, understand and discuss the aviation transportation issues and developments of the day.

B. **AERONAUTIC'S COMMITMENT**: The Aeronautics Division is committed to:

1. Providing support to all qualified Arizona airports and aviation activities, supporting the federal aid to airports program (Airport Improvement Program) and encouraging as well as facilitating the grant process for our airport sponsors. The term "Sponsor" is defined as a political subdivision of the State, such as a city, town, county or Airport Authority. Only airports that are included in the National Plan of Integrated Airport Systems (NPIAS) are eligible to participate in the federal Airport Improvement Program (AIP).
2. Ensuring that airport development complies with the environmental requirements of the federal, state and local communities. Also ensuring that future airport development will incorporate efficient, effective and economic environmental solutions to address noise, air quality, land use compatibility and other environmental concerns of the public.

C. **BALANCED PROGRAM**: Developing a balanced financial program that maximizes our investments to meet prioritized aviation needs by:

1. Maximizing the use of State Aviation Funds.
2. Maximizing cash flow in the programming process.
3. Utilizing financial leverage whenever cost effective.

In order to meet these goals, the Aeronautics Division has developed a program utilizing priorities and project rating techniques that are similar to those used by the

Federal Aviation Administration (FAA) in the Airport Improvement Program (AIP), while recognizing the individual and unique needs of airports in Arizona.

II. DEFINITIONS

- A. STATE OF ARIZONA AIRPORT SYSTEM: The Aeronautics Division divides all airports/heliports into two airport systems for planning and administrative purposes. The two systems include: The Primary and Secondary Airport Systems. (see Appendix A)

1. Primary Airport System: The Primary Airport System includes all public use airports in Arizona categorized as:

- a. Commercial Service, Reliever and/or General Aviation Airports.
- b. Airports that have 10 or more based aircraft, or
- c. Airports with 2,000 or more annual aircraft operations, or
- d. Airports projected to meet any of the above criteria within 10 years.

2. Secondary Airport System: The Airports in the Secondary Airport System are the State's public use airports/heliports that do not qualify for inclusion in the Primary Airport System.

- B. AIRPORT CATEGORIES: The following definitions are applicable to the State Primary and Secondary Systems.

1. Commercial Service Airport: A publicly owned airport, which enplanes 2,500 or more passengers annually and receives, scheduled passenger air service.

2. Reliever Airport: An airport that serves as a "relief" of General Aviation traffic congestion for a Commercial Service airport, providing more general aviation access to the overall community. The Reliever Airport should have a current or forecast activity level of 50 based aircraft and a minimum of 25,000 annual itinerant operations (or 35,000 local operations).

3. General Aviation Airports: The remaining airports that do not fall into either the Commercial Service or Reliever status are referred to as General Aviation airports. This category includes Community, Rural, Basic and Private airports. The General Aviation airport category includes public-owned, private-owned, public-use and/or private-use airports/heliports. For system planning purposes, the General Aviation Airports may be divided into the following types.

- a. Community Airport: public use airport within the State of Arizona serving a community with a population more than 1,500 people.
- b. Rural Airport: public use airport within the State of Arizona with a paved runway serving a community with less than 1,500 people.

- c. Basic Airport: a public use airport/facility or area within the State of Arizona with an unpaved runway serving a community of less than 1,500 people.
 - d. Private Airport: a privately owned, privately used airport/facility or area within the State of Arizona that restricts usage to select aircraft operators.
4. New Urban Airport: The construction of a new airport within 24 statute miles of the Urbanized Area Boundary of Phoenix, Tucson, Yuma, Prescott and Flagstaff requires the approval of the State Transportation Board. (A.R.S. 28-8205)
- C. Board Policies: The following paragraphs summarize the six Transportation Board policies applicable to the State Airport System.
- 1. Loan Program: A program created by the State Transportation Board from funds in the State Aviation Fund. Dollars are loaned to eligible system airports for revenue generating, airport economic development projects and grant matching loans.
 - 2. Airport Pavement Management Program (APMP): A pavement management system has been developed for the ADOT Aeronautics Division that includes the pavement condition index (PCI) of all eligible system airports. This system will recommend projects, in priority order, for pavement preservation work. The Aeronautics Division administers this pavement maintenance work program.
 - 3. Planning Guidelines: Guidelines established by the State Transportation Board in order for the Aeronautics Division to accurately assess the limitations and deficiencies of airports in the State's Primary and Secondary Airport systems.
 - 4. Priority Rating System: A rating system utilized to numerically score individual airport development projects requested by system eligible airports. This numerical rating system is designed to assist the Aeronautics Division in recommending the allocation of funds to the highest priority airport development projects within the statewide airport system.
 - 5. Resource Allocation: Guidelines established by the State Transportation Board to allocate State Aviation Fund dollars in an equitable, efficient and effective manner and utilized by the Aeronautics Division in the development of the annual 5-year Airport Development Program.
 - 6. Small Community Air Service Pilot Program: Funding of a Pilot Program for Small Community Air Service in Arizona through a grant-in-aid from the State Transportation Board to supplement a federal grant from the USDOT.

APPENDIX A
AIRPORT LISTING BY SYSTEM & CATEGORY

(as of October, 2002)

PRIMARY AIRPORT SYSTEM

Commercial Service Airports

Ernest A. Love Airport
Flagstaff-Pulliam Airport
Grand Canyon National Park Airport
Grand Canyon West Airport
Kingman Airport
Lake Havasu City Municipal Airport
Laughlin-Bullhead International Airport
Page Municipal Airport
Phoenix Sky Harbor International Airport
Show Low Municipal Airport
Sierra Vista Municipal Airport
Tucson International Airport
Yuma International Airport

Arizona Reliever Airports

Chandler Municipal Airport
Falcon Field Airport
Glendale Municipal Airport
Phoenix Deer Valley Airport
Phoenix Goodyear Airport
Scottsdale Airport
Williams Gateway Airport
Marana Northwest Regional Airport

GENERAL AVIATION AIRPORTS

COMMUNITY AIRPORTS

Ajo Municipal Airport
Avi Suquilla Airport
Bagdad Airport
Benson Municipal Airport
Bisbee Municipal Airport
Bisbee-Douglas International Airport
Buckeye Municipal Airport
Casa Grande Municipal Airport
Chinle Municipal Airport
Cochise College Airport
Cochise County Airport
Colorado City Municipal Airport
Coolidge Municipal Airport
Cottonwood Airport
Douglas Municipal Airport
Eagle Airpark
Eloy Municipal Airport
Gila Bend Municipal Airport
Greenlee County Airport

H.A. Clark Memorial Field
Holbrook Municipal Airport
Kayenta Airport
Nogales International Airport
Payson Airport
Pinal Airpark
Pleasant Valley Airport -UP
Safford Regional Airport
San Carlos Apache Regional Airport
Sedona Airport
St Johns Industrial Airpark
Stellar Airpark
Taylor Airport
Town of Springerville Municipal Airport
Tuba City Airport
Whiteriver Airport
Wickenburg Municipal Airport
Window Rock Airport
Winslow -Lindberg Regional

RURAL

Estrella Sailport

Valle Airport

BASIC

Cibecue-UP

SECONDARY AIRPORT SYSTEM

COMMUNITY AIRPORTS

Chinle Airport - UP
Flying J Ranch Airstrip - UP
Forepaugh Airport - UP
Ganado Airport - UP
Kearny Airport
Lukachukai Airport - UP
Memorial Airfield
Phoenix Regional Airport

Rolle Airport
San Carlos Landing Strip
San Manuel Airport
Sells Airport
Sun Valley Airport
Superior Municipal Airport - UP
Tombstone Municipal Airfield - UP

RURAL

Ak Chin Community Airfield
Hualapai Airport
Marble Canyon Airport

Polacca Airport
Seligman Airport
Temple Bar Airport

BASIC

Bowie Airport - UP
Grand Canyon Bar Ten Airstrip - UP
Grand Canyon Caverns Airport - UP
Pearce Ferry Airport - UP
Pine Springs Airport - UP

Pinon Airport - UP
Rock Point Airport - UP
Rocky Ridge Airport - UP
Shonto Airport - UP
Tuweep Airport - UP

Note: "UP" stand for unpaved runway

Policy 2

AERONAUTICS RESOURCE ALLOCATION

I. BACKGROUND

- A. **STATE AVIATION FUND**: The construction and development of airports in Arizona are accomplished through a variety of funding efforts involving federal, state and local governments. The State program is a separately established program that derives funds from taxes on aviation goods and services. Flight property taxes, aircraft lieu tax, registration fees and aviation fuel tax are the primary sources of revenue for the State Aviation Fund, the Airport Loan Program and the Airport Pavement Maintenance Program.
- B. **AIRPORT ELIGIBILITY FOR STATE AVIATION ASSISTANCE**: All public use airports/heliports sponsored by a political subdivision of the State are eligible to participate in the Airport Development Grant Program. Arizona Airports/Heliports that are privately owned or classified as private use and/or not leased or owned by a political subdivision of the State are not eligible to participate in the State Aviation assistance program.
- C. **MATCHING GRANT REQUIREMENTS**: Eligible airports applying for State Aviation grants are required to provide a matching share of the project cost. See section III. C. 2, Five-Year Airport Development Program Guidelines: Sponsor Match.

II. DEFINITIONS

A. ARIZONA AIRPORT ASSISTANCE PROGRAMS:

The State Aeronautics Division shall administer these programs as developed and defined by Transportation Board Policy. Currently, three different assistance programs are available to airports in Arizona

- 1. **AIRPORT DEVELOPMENT GRANT PROGRAM**: This program was designed to assist airports to meet the growing demand for facilities and services, to maintain a safe and efficient airport system and to plan for future growth and changes. The Five-Year Airport Development Program is the management device used to allocate grant funds to the eligible airports that submit their airport development programs to the Aeronautics Division for evaluation and prioritization.
- 2. **AIRPORT PAVEMENT PRESERVATION PROGRAM**: This program was developed to help maintain the Arizona Airports Pavement serviceability and prolong the expected useful life of the airport infrastructure. This program is managed by ADOT-Aeronautics with the assistance and coordination of all participating Airport sponsors.
- 3. **AIRPORT LOAN PROGRAM**: This program was developed to assist airports in becoming more financially self-sufficient. Revenue generating projects and economic

development projects, which are not eligible for grant assistance, are eligible and considered through this program.

III. ARIZONA ASSISTANCE PROGRAM RESOURCE ALLOCATION

A. FUNDING DISTRIBUTION GUIDELINES: In order to allocate the State Aviation Fund dollars in an equitable, efficient and effective manner, the State Transportation Board has adopted a policy for Resource Allocation. The allocation formulas are designed to provide the largest dollars to the airports with the largest amount of aviation activity (passenger enplanements, based aircraft and operations) while ensuring that all eligible airports will have an opportunity to participate in the annual allocation of State Aviation Funds. The allocation percentages are based upon the percentage of based aircraft and annual operations at the Commercial Service and Reliever Airports compared with based aircraft and annual operations levels at Other Airports and are used as a guideline by the Aeronautics Division in the development of the Five-Year Airport Development Program. These resources are allocated in the following approximate percentages:

1. Commercial Service and Reliever Airports - 80%
2. Other Primary Airports - 18%
3. Secondary Airports – 2%

B. AIRPORT DEVELOPMENT GRANT PROJECT CATEGORIES: In order to place priorities in the appropriate development areas where the need is greatest, the Five-Year Airport Development Program is divided into two separate programs: a Federal, State, Local shared grant program and a State, Local shared grant program.

1. FEDERAL, STATE, LOCAL PROJECTS: In order to maximize the availability of Federal assistance to local airports, it is the State Transportation Board's policy to match all Federal dollars available for airport construction, planning and airport development in Arizona. Matching funds for federal AIP grants requested by the airport sponsor are set-aside. The Five-Year Airport Development Program lists requested projects by the airport sponsors. A set-aside for matching federal projects will be calculated annually based upon a historical review of federal funding levels.
2. STATE, LOCAL PROJECTS: There is a State/Local shared cost program. The State will normally finance the majority of the project costs and may allow the local sponsor to use some "in kind" services to reduce the amount of cash required to match the grant. The grant amount will be adjusted each year according to the actual revenue available for distribution. The State/Local shared grant program is divided into two separate project categories:
 - a. SAFETY AND CAPACITY ENHANCEMENT: This category includes projects associated with safety and improving/upgrading facilities or airfield surfaces such as runway/taxiway extensions and lighting; taxiway access; terminal building and hangar facilities expansion/construction; new NAVAIDs; instrument approach procedures; security lighting/fencing (including gates); improvement of utilities/emergency generating equipment; apron expansion; signage; helipad construction;

safety area drainage improvements; ARFF facilities; environmental mitigation construction; pilot controlled lighting; vehicle parking areas; and new tiedowns.

- b. **ENVIRONMENTAL, PLANNING AND LAND ACQUISITION:** This category will include land acquisition, including fees, survey and appraisal costs for capacity, protection and noise mitigation; all system planning grants as well as Environmental Assessments/Impact Statements and mitigation projects; Airport Master Plans/updates, Site Selection/Feasibility studies, ALP updates; and engineering studies (drainage, feasibility, environmental construction etc, other than design). System Planning funds are predominantly applied to the aviation planning studies of the Aeronautics Division (Continuous Aviation System Plan, State Aviation Needs Study, Pavement Management System, etc.); Maricopa County Association of Governments (Regional Airport System Plan, Implementation Study, etc); and Pima County (Regional Airport System Plan).

C. FIVE-YEAR AIRPORT DEVELOPMENT PROGRAM GUIDELINES

1. CALCULATION OF MAXIMUM INDIVIDUAL AIRPORT FUNDING: The maximum amount of State funds to be made available for an individual eligible airport in a given fiscal year shall not exceed ten percent (10%) of the total aviation fund in any fiscal year (A.R.S. 28-8202D).
2. SPONSOR MATCH: Sponsors will be required to match all federal and State grants and intergovernmental agreements received and executed. The matching share is determined by the type of airport (primary, secondary) and type of grant (federal/state local; state/local):
 - a. Primary Airport Sponsors:
 - 1) Federal/ State /Local Grant - the sponsor match will be no less than 4.47% of the total project cost.
 - 2) State/Local Grant and/or Intergovernmental Agreement - the sponsor match will be no less than 10% of the total project cost except that Land Acquisition Projects in noise "Buffer" areas contiguous to an airport shall be no less than 50% of project cost. Buffer zones are described in the most recent FAA Order 7400.2, figure 10-3-5. (Associated with the traffic pattern airspace for an airport based on the airport's approach category A, B, C, D, or E).
 - b. Secondary Airport Sponsor:

State/Local Grant and/or Intergovernmental Agreement - the sponsor match will be no less than 5% of the total project cost.
3. SPECIFIC PURPOSE: The Board obligates Airport Development funds for specifically agreed to projects. Upon completion of the project, any remaining funds must revert to the State Aviation Fund.

4. ACTIVE STATE PROJECTS LIMITATION: The maximum number of active State/Local construction grants allowed to any single airport is three (3). (The annual Maintenance projects generated by the Aeronautics Pavement Maintenance System are not counted as one of the Airport's projects.)
 5. GRANT DURATION LIMITATION: One of the objectives of the Five-Year Airport Development Program is to disburse construction funds to the highest priority projects as soon as possible. By dividing large grant projects into smaller, more manageable projects, funds can be expended in a more efficient, effective and expeditious manner. In this regard, Airport Sponsors will be required to meet certain active grant time limitations, and the project (including the grant administration) must be completed within a specified timeframe agreed to in the contract (grant) document.
- D. PAVEMENT MANAGEMENT: The Aeronautics Division has developed an Airport Pavement Management System that includes all paved airports in the Primary and Secondary airport systems. This system will be managed in the Aeronautics Division with the information in the database available to all airports/heliports in Arizona. An annual list of projects will be developed, and working with Local Airport Sponsors, included in the Five-Year Airport Development Program. A set-aside for the Pavement Maintenance Program will be calculated annually based upon the system project costs needed to fund identified projects between a Pavement Condition Index (PCI) range from 85-55. This is approximately \$3 million annually.
- E. LOAN PROGRAM: The Airport Loan Program was created to help airports become more financially self-sufficient through low-interest loans for projects that are not eligible for grant assistance. A set-aside is established for this program. The principal and interest from the current program, along with other new loans, which the Board may make from time to time, will be made available annually for this program.

Policy 3

AIRPORT DEVELOPMENT GRANT PROGRAM **PRIORITY RATING SYSTEM**

I. BACKGROUND

- A. **PRIORITY RATING SYSTEM**: The purpose of the Priority Rating System is to objectively evaluate projects based upon the airport's activity level and the type of project. The Priority Rating System score allows the Aeronautics Division to prioritize similar projects to provide a basis for selecting projects within the authorized funding levels provided. The Aeronautics Division will use a variety of information sources including the existing the airport's Master Plan and/or Airport Layout Plan, State Aviation System Plan, State Airport Needs Study, Regional System Plans or other appropriate sources, in determining a project's priority rating.
- B. **CONSISTENT WITH STATE LAW**: Pursuant to A.R.S. 28-6951, the Priority Planning Advisory Committee (PPAC) has adopted the following guidelines used in establishing a priority rating for an airport sponsor's project. These are quantified under the Five-Year Airport Development Program for evaluation in the following manner:

Five-Year Airport Development Program Guidelines

Points for Operations to 60% Airport Service Volume* (ASV) ratio

Points for Annual Operations

Points for Scheduled Passenger Service

Sponsor's Assurances

Committee Evaluation

Award of Funding

II. FIVE-YEAR AIRPORT DEVELOPMENT PROGRAM PRIORITIZATION PROCESS

- A. **BACKGROUND**: The Aeronautics Division uses a rating formula for the prioritization of projects for the Five-Year Construction Program. Criteria for rating projects in the Five-Year Airport Development Program are based on whether the airport is classified as a Primary or a Secondary Airport. Primary Airports are rated in accordance with Appendix A. Secondary Airports are rated in accordance with Appendix B. In addition, a priority rating formula is utilized in evaluating and ranking airport master plans. Proposed changes must be included in the approved airport layout plan prior to consideration for possible funding.

* Airport Service Volume: The Airport Service Volume (ASV) is defined as a reasonable estimate of an airport's capacity based on the runway(s), taxiways, and navigational aids

B. THE AIRPORT PRIORITY RATING SYSTEM IS DESIGNED

1. To provide objective and technical information to aid project selection;
2. To be consistent with, although not identical to, the highway priority rating system;
3. To maximize the utility of information obtainable with limited data and limited resources;
4. To comply with applicable sections of the Arizona Revised Statutes (A.R.S.) 28-6951.

C. AIRPORT PRIORITY RATING LIMITATIONS: The purpose of the priority rating formulas are to incorporate into one matrix objective measurements of many different factors, including Aeronautics Division policy, the importance of the proposed project to the airport, the importance of the airport to the people of Arizona, and the considerations specified in A.R.S. 28-6951. The priority rating formula is intended to provide systematic information to guide decision-making.

D. PRIMARY AIRPORTS - PRIORITY RATING CRITERIA: An initial rating is given depending on the type of project. A bonus is added if the project is the main runway or taxiway or if the project is a new lighting system rather than an upgrade of an existing installation. The initial weighting factors were developed by the Aeronautics Division in coordination with the aviation community and adopted as policy by the State Transportation Board. See Appendix A for a more detailed description of the Priority Rating process for the Primary Airport System.

E. SECONDARY AIRPORTS PRIORITY RATING CRITERIA: The Priority Rating criteria for Secondary Airports are similar to those for Primary Airports. However, projects, which enable the airport to meet the minimum planning guidelines established by the State Transportation Board, will receive a higher priority in the Secondary Airport priority rating formula. See Appendix B for a more detailed description of the Secondary Airport rating criteria.

F. AIRPORT MASTER PLAN PRIORITY RATING CRITERIA: The Airport Master plan rating will be based on the length of time that has passed since the previous Master Plan. Special circumstances may require an updated Master Plan due to changes or anticipated impacts on the airport's activity levels that were not analyzed in the previous Master Plan. See Appendix C for a more detailed description of the Airport Master Plan rating criteria.

APPENDIX A

PRIMARY AIRPORTS **AIRPORT PROJECT EVALUATION CRITERIA**

I. AIRPORT SPONSOR REQUIREMENTS

When the Aeronautics Division forwards the five-year Airport Development Program draft documents to Airport Sponsors, it is necessary that the sponsors fill out the information that will be used to evaluate and establish the project priorities. Initially, the following items will be required:

- A. Indicate the proposed projects for the airport's development during the next five years.
 - 1. Separate the projects by funding source (Federal/State/Local and State/Local).
 - 2. Classify projects in each year according to the Project Component and Project Identification sheets.
 - 3. Briefly describe the work to be done for each project.
 - 4. Specify whether the design / engineering for each proposed project has been completed.
 - 5. Obtain the latest and most current data for the following items:
 - a. Annual Operations
 - 1) Percentage of aircraft in the 12,500 LB or less weight class.
 - 2) Percentage of aircraft in the 12,500 to 300,000 LB weight class.
 - 3) Percentage of aircraft that are over the 300,000 LB weight class.
 - b. Annual Enplanements (if applicable).
 - c. Percentage of Touch-and-go operations.
 - d. Current number of Based Aircraft.
 - e. Current number of aircraft owners on an uncovered tiedown waiting list.

NOTE: Source documents for the required data are: Airport records; Airport Master Plan, Air Traffic Control Tower records, State Aviation System Plan, State Aviation Needs Study and/or the MAG/PAG Regional Airport System Plans.

II. Method of Priority Number Computation

- A. Select the project component from Table One, which most closely describes the main purpose of the proposed project. Projects that have more than one main purpose should be treated as more than one project. For example, a proposed project to structurally upgrade a runway and to install REIL'S should be treated as two separate projects

Table One

Project Component	Priority Number	Project Component	Priority Number
APMS - Apron Pavement Preservation	195	MITL/HITL Install	5
APMS - Runway Pavement Preservation	195	Planning Studies conduct	*
APMS - Taxiway Pavement Preservation	190	REIL Install	15
Apron Construct	40	REIL Upgrade/Modification	10
Apron Reconstruct	50	Rotating Beacon Install	60
Apron Structural Upgrade	30	Rotating Beacon Upgrade/Modification	50
Auto Parking Construct	5	Runway Construct	40
Auto Parking Reconstruct	10	Runway Reconstruct	50
Buildings Construct/relocate	10	Runway Structural Upgrade	30
Economic Studies Conduct	*	Runway Vertical/Visual Lighting	15
Environmental Studies Conduct	*	Security Lighting Install	15
Fencing (Perimeter) Install	60	Security Lighting Upgrade	10
Fencing (Security) Install	60	Signage Install	55
Fencing (Security) Upgrade	55	Signage Upgrade/Modification	50
Fencing (Wildlife) Install	50	Taxiway Construct	10
Fencing (Wildlife) Upgrade	45	Taxiway Reconstruct	15
Fire Protection	80	Taxiway Structural Upgrade	5
Ground Transportation - Access Rd.	5	Terminal Construct (CS Only)	20
Ground Transportation - Access Rd. Reconstruct	10	Terminal Expand (CS Only)	15
Heliport Construct	30	Utilities (Airside) Install	*
Heliport Reconstruct	35	Utilities (Airside) Relocate	*
Heliport Structural Upgrade	25	Utilities (Airside) Upgrade	*
Instrument Approach System Install	60	Utilities (Landside) Install	*
Land (Expansion) Acquisition	*	Utilities (Landside) Relocate	*
Land (Protection) Acquisition	70	Utilities (Landside) Upgrade	*
Master Plans Develop	60	Visual Guidance Upgrade/Modification	10
Master Plans Revision	40	Weather Monitoring/Reporting Install	40
Master Plans Update	50	Wind Indicator Install	60
MIRL/HIRL Install	35	Wind Indicator Upgrade/Modification	55

* Indicates a type of project whose base number is determined by association with another chosen component (e.g. An environmental study on a runway would receive the points associated with the runway project component)

- B. Award 20 points if the proposed project involves improvements on the main runway or parallel taxiway.

- C. Award 15 points if the project involves the installation of a new Navigation Aid.
- D. Award points according to the ratio of total aircraft listed on an official wait list for airport vs. total based aircraft on the facility as shown on Table Two.

Table Two

WAITING LIST VS. BASED AIRCRAFT POINTS

0.01	-	0.09	=	5
0.10	-	0.19	=	10
0.20	-	0.29	=	20
0.30	-	0.39	=	30
0.40	-	0.49	=	40
0.50	&	UP	=	50

- E. If the airport has any scheduled air service at the present time, determine the number of passengers enplaned during the most recent year, award the number of points calculated from Table Three.

Table Three

AIR SERVICE (ENPLANEMENTS) POINTS

1	-	200	=	1
201	-	400	=	2
401	-	600	=	3
601	-	800	=	4
801	-	1,000	=	5
1,001	-	5,000	=	6
5,001	-	10,000	=	7
10,001	-	15,000	=	8
15,001	-	20,000	=	9
20,001	&	UP	=	10

F. Award the number of points indicated in Table Four based on annual operations.

Table Four

ANNUAL OPERATIONS POINTS

0	-	1,000	=	1
1,001	-	2,000	=	2
2,001	-	5,000	=	3
5,000	-	10,000	=	4
10,001	-	20,000	=	5
20,001	-	50,000	=	6
50,001	-	100,000	=	8
100,001	&	UP	=	10

G. Award the number of points indicated in Table Five based on the ratio of annual operations to 60% of ASV.

Table Five

RATIO POINTS

0.00	-	0.29	=	0
0.30	-	0.39	=	10
0.40	-	0.59	=	20
0.60	-	0.79	=	30
0.80	-	0.99	=	40
1.0	&	UP	=	50

H. All projects that have advance design/engineering completed are awarded 20 points.

I. The sum of A through H becomes the Project Priority Number.

APPENDIX B
SECONDARY AIRPORTS
AIRPORT PROJECT EVALUATION

I. **SECONDARY AIRPORT PRIORITY RATING FORMULA**

The table below summarizes the guidelines referred to in Airport Development Grant Program Priority Rating System, Sec. I. B., and how they are considered in the Secondary Airport priority rating system.

Points for meeting the Airport Planning Guidelines.

Points for time and distance to an emergency medical or hospital facilities.

Points for distance to nearest Primary airport.

Points for Based Aircraft.

Points for previous partially completed projects (Continuity).

Points for population served within the Airport's Service Area.

Points for Community Support and Sponsor's Assurances.

Points for Committee determination.

- A. The criteria presented in this appendix show the number of points given for each factor. An initial rating is given depending on the type of project.
- B. The first priority for all secondary airports will be to meet the Planning Guidelines Policy as adopted by the State Transportation Board. Only those projects, which will bring the substandard secondary airport up to the minimum planning guidelines, will be considered before other improvement projects are permitted.
- C. Airport projects that have to be completed in stages or phased are given additional points in the rating for continuity of improvement.
- D. Since an airport is a social benefit to people in the surrounding communities (as an airport provides the opportunity for citizens of a community to travel anywhere in the state), it is vital that the local community/business support, either financially or with in-kind services, the development and growth of the airport. Therefore, additional points for community support are included in the formula because it illustrates a desirable social factor.

- E. The number of based aircraft at the airport is the best available indication of the economic importance of an airport to the surrounding communities and of the user benefits. Therefore, points are included in the formula based on the number of registered/based aircraft at the airport.
- F. The ability to serve a large number of people in a remote location is a benefit to the community that cannot be overlooked. The area normally described as an airport's "service area" is determined by distance and driving times. In this calculation, the larger the number of people within the airport's service area, the higher the point count for that airport.
- G. A Secondary airport's proximity to another Primary airport determines its value as under this criteria. Points are awarded for distance from the nearest primary airports.

II. **METHOD OF PRIORITY NUMBER COMPUTATION**

- A. Select the project item and improvement from **Table One** (Appendix A, above) that most closely describes the main purpose of the proposed project. Projects that have more than one main purpose should be treated as more than one project. For example, a proposed project to structurally upgrade a runway and to grade, drain and surface an apron should be treated as two separate projects.
- B. Award 20 points if the project involves a needed safety improvement or there is no emergency air evacuation near by.
- C. Award points according to Table Two, according to the distance (statute miles) to the nearest primary airport from the existing or proposed site.

Table Two

SUFFICIENCY RATING POINTS

0	-	20 miles =	0
21	-	30	= 5
31	-	40	= 10
41	-	50	= 15
51	-	60	= 20
61	-	UP	= 25

- D. If the airport has any based aircraft at the present time, determine if the aircraft is registered with the Aeronautics Division. Registered aircraft are awarded the number of points indicated in Table Three:

Table Three

BASED AIRCRAFT POINTS

1	=	5
2	=	10
3	=	15
4	=	20
5 & UP	=	25

- E. If this project is to be part of a phased project, award 10 points.
- F. Award 10 points if the community supports financially/or with in-kind service the growth and development of the airport by participating in more than 5% of the costs of the project.
- G. Award the number of points indicated in Table Four based on the population within the airport service area.

Table Four

SERVICE AREA POINTS

Less than	500	= 0
	501 – 1,000	= 5
	1,001 – 1,500	= 10
	1,501 - 2,000	= 15
	2,001 - 2,500	= 20
	2,501 & UP	= 25

- H. 20 points will be awarded for all projects that have demonstrated an ability to commence the project upon receipt of grant or are for design only.
- I. The sum of A through H becomes the Project Priority Number.

APPENDIX C

AIRPORT MASTER PLAN PRIORITY CRITERIA

I. OVERVIEW

The Airport Master plan will be based on the length of time that has passed since the previous Master plan. Special circumstances may require an updated Master Plan due to changes or anticipated impacts on the airport's activity levels that were not analyzed in the previous Master Plan.

- A. The Airport Master Plan rating criteria will be developed in accordance with the most recent FAA AC150/5070-6. Special planning projects such as Rates and Fees, Pavement Management, Economic Impact and Minimum Standards may be included in the Master Plan process with the concurrence of the Aeronautics Division.
- B. The sponsor will establish a Planning Advisory Committee, which will include representatives from the Aeronautics Division, the community, the airport and sponsor's land use planning and zoning organization.
- C. The Airport Master Plan will normally require the review and approval of the appropriate governing authority and adoption as an element in the General Land Use Plan of the city or County. State sponsored Airport Master Plans should be approved and accepted by the political subdivision of the State with jurisdiction over the land uses in the vicinity of the airport.
- D. Prioritization of the Master Plan Projects: Airport Master Plan and Airport Layout Plans are essential elements in the planning process for airport development. The Aeronautics Division places a great deal of emphasis on the Airport Master Plan during the prioritization of projects during the development of the annual Five-Year Airport Development Program. In the regard, the following priorities have been established for funding Airport Master Plans, from highest to lowest:
 - 1. The Airport has no existing Master Plan
 - 2. An Airport Master Plan that is seven (7) or more years old should be reviewed for continued validity and possible update.
 - 3. A significant change in the level/type of activity (increase or decrease) at the airport or in the service area of the airport. An airport may be eligible for a Master Plan Update if the last Master Plan is over five years old.
 - 4. The Airport activity (annual operations) has reached 60 percent of the Annual Service Volume (ASV) and less than 30 percent of the remaining airport property is available for landside development. The ASV is defined as a reasonable

estimate of an airport's capacity based on the runway(s), taxiways, and navigational aids.

5. When the activity of one airport will have a significant impact on the Aviation activity levels (based aircraft and/ or operations) at another airport, such as a commercial/reliever relationship. The impacted airport needs to update the Master Plan.
- E. Master Plan Update: A Master Plan Update will normally be required to conform to the criteria in the most recent FAA AC150/5070-6 if the Master Plan is seven years old or older. If a Master Plan Update is required for any of the reasons in paragraphs listed above and is less than seven years old, and the airport's activity levels are generally in line with the existing Master Plan forecast, only selected elements of the Master Plan may need to be updated. In this case, a variation of Master Plan process may be approved. Normally, a revised ALP will be required as an element of the Update.
- F. Mini Master Plan: A plan that contains only the essential elements necessary to comply with the Federal and State Grant process. As a minimum the Mini MP will include:
1. An inventory of existing Airside and Landside facilities.
 2. A five-year history of operations, based aircraft and passenger enplanements, if applicable.
 3. A forecast of operations, based aircraft and passenger enplanements, if applicable for the next five years.
 4. The capital improvement requirements, both airside and landside for the next five years.
 5. A brief financial development schedule for the five years of airport development.
 6. An Airport Layout Plan set that includes: A.) Airport Layout Plan, B.) Property Map, and C.) Copies of the recorded title documents or long term lease which establishing land ownership/control by the Airport Sponsor.

Policy 4

ARIZONA AIRPORT LOAN PROGRAM

I. PURPOSE

To enhance the utilization of available funds, the State Transportation Board established the Arizona Airport Loan Program on October 26, 1990, by utilizing available cash balances in the State Aviation Fund. The program has two purposes:

- A. To provide a means for airports to borrow matching funds for federal grants.
- B. To provide loans for revenue generating projects that are ineligible under both the State and federal programs.
- C. To provide a means for airports to borrow funds for economic development projects that help the airport become more self-sufficient.

II. DEFINITION

- A. Matching Funds Loan: A loan for part or all of an Airport Sponsor's matching funds for an AIP project or another federal/state grant program (except when the "State" grant is an Airport Development Grant Program grant) on projects that will enhance aviation. This loan is available only for construction projects currently included in the most recent Airport Layout Plan and/or the current Arizona Five-Year Airport Development Program.
- B. Revenue Generating Loan: This loan is available for airport related construction projects which are not eligible for funding, in whole or in part, under other programs (AIP, etc.) and which are designed to improve airport self-sufficiency.
- C. Economic Development Loan: This loan is available to airports for projects that promote airport self-sufficiency but are typically not considered a direct revenue-producing project.

III. ELIGIBILITY

In order to receive assistance under the Arizona Airport Loan Program, a public entity must meet certain conditions of eligibility. The five basic conditions of eligibility are: eligible agency; eligible project; statewide interest; financial need and project feasibility.

- A. Eligible Agency: Any town, city, county, airport authority or other political subdivision of the State, which owns, operates or controls an airport, open to the public on a nondiscriminatory basis, is eligible for participation in the Arizona Airport Loan Program.
- B. Eligible Projects: Projects not eligible for funding under other programs and are designed to improve airport self-sufficiency will be considered.

1. Loans may be made for airport related construction projects such as runways, taxiways, aircraft parking ramps, aircraft storage facilities, maintenance hangars, general aviation terminal buildings or pilot's lounges, utility services (electric, water, gas, sewer, etc.) to the airport, runway and/or taxiway lighting, approach aids (electronic or visual), apron lighting, airport fencing, airport drainage, land acquisitions and under certain conditions, the preparation of plans and specifications for airport development projects.
 2. Loans may be made for the purpose of preparing engineering plans and specifications necessary to construct an airport eligible project. A loan in this category will be offered only where the applying agency finds it necessary to contract for this type of engineering work. No loan funds may be used to pay any salary or expenses of an agency employee. The assignment of engineering and design to other departments within the agency does not constitute contracting.
- C. Statewide Interest: In determining whether the project has "Statewide Interest", such factors as protecting airport facilities from damage, enhancing air safety, protecting natural resources from loss or waste, improving air service, maintaining the state-wide system, etc. will be considered.
- D. Ability to Finance: An agency applying for an airport assistance loan must demonstrate that it has attempted to obtain funds on reasonable terms from other sources.
- E. Project Feasibility: In order to be eligible for an airport loan, the applicant must demonstrate that the proposed project meets certain conditions of engineering feasibility, economic justification and financial feasibility. These conditions are in addition to the basic conditions of eligibility described in previous sections. A project feasibility report must accompany the application for a loan and must contain sufficient information to justify the project.
1. Engineering Feasibility: A proposed project is feasible from an engineering standpoint when it can be designed, constructed and operated to accomplish the purpose for which it is planned, and when it is planned in accordance with generally accepted engineering principles and concepts. Exception: If the purpose of the loan is to provide funds for the purpose of preparing engineering plans and specifications, the requirement for Engineering Feasibility justification is waived.
 2. Economic Justification: A project is economically justified when the total primary benefits exceed the total costs. In the case of a revenue-generating project, such as the construction of a hangar, the amortization period should not exceed 25 years and the entity must project its proposed rental rates accordingly.
 3. Financial Feasibility: The project is financially feasible when sufficient funds can be made available to complete the project. In addition, the entity must provide assurance that it has the ability to repay the loan.

IV. SERVICING THE LOAN

All funds expended under this program must be repaid, including interest, to a Loan Program Revolving Account within the Arizona State Aviation Fund. The purpose of the Loan Program Revolving Account is to deposit loan payments into and to provide an account to loan monies to Airport Sponsors under this Program. The State Transportation Board reserves the right to impound or withhold all other State Aviation funds due the borrowing agency to satisfy this requirement.

A. REPAYMENT SCHEDULE

1. All loans made under these provisions, shall be repayable over a period not to exceed 25 years. Payments shall be made on a quarterly basis commencing one (1) year from the date of the loan contract. Annual repayments will consist of a minimum of $1/x$ (x equals the number of years the money is borrowed) of the total loan principal amount; together with all interest accrued as of the date of the payment. Interest will be computed on a daily basis.
2. Nothing in these policies shall be construed prohibiting the borrowing agency from making repayment, whether in whole or in part, in advance of any due date, provided that when such advance repayment is made, the interest due as of the date of such repayment shall be included.

B. INTEREST RATE

1. Matching Fund Loans: Shall not be less than the last annual interest rate earned by the State Aviation Trust Fund, during the preceding six (6) months.
2. Revenue-generating and Economic Development Loans: Shall be the average rate for similar tax exempt municipal borrowings during the preceding six (6) month period, as determined by the Aeronautics Division. The Aeronautics Division will use the Delphis-Hanover Index or a similar Index, in such a calculation.

C. MAXIMUM LOAN AMOUNT

1. Federal/State/Local Project: The maximum Loan for the sponsor's share of an FAA AIP grant will not exceed the sponsor's share of the grant.
2. Revenue-Generating Projects: The maximum Loan for these purposes shall be at the discretion of the State Transportation Board and will be based upon the circumstances of each individual project. A separate account will be established within the Airport's aviation fund/program for the purpose of receiving the income from the revenue-generating project. Expenditure for normal maintenance of the project may be made from this account but all other funds in the account will be held in trust for repayment of the loan and its attendant interest until the loan is repaid in full.
3. Economic Development Loan: The maximum Loan for these purposes shall be at the discretion of the State Transportation Board and will be based upon the circumstances of each individual project. A binding repayment program shall be required of these

types of loans. Such obligations may include but not be limited to bond issuances by the airport sponsor, payment guarantee resolution of the sponsor or other payment surety.

V. LOAN APPLICATION PROCESS

The Aeronautics Division will establish procedures for processing, evaluating and recommending projects for approval. A loan available under the general provisions of A.R.S. 28-8202, 28-8205 and 28-8345 will be made only to applicants who meet the requirements of eligibility and who make an application on appropriate forms furnished by the Aeronautics Division. Forms for Revenue-Generating and Economic Development Loans shall specify the interest rate applicable to these loans. The Aeronautics Division will analyze all applications as to the completeness of the application and the feasibility of the proposed project.

VI. REVIEW PROCESS

- A. The Aeronautics Division will analyze all applications as to the completeness of the application and the feasibility of the proposed project. Completed applications will be forwarded to the Loan Committee who will review and prioritize applications.

The Loan Committee will be appointed annually by the Director of the Aeronautics Division and will consist of the Director and at least four other members, with one member selected from the Department of Commerce and one selected from the public financial sector. The Loan Committee shall also consider the credit worthiness of the proposed applicant and may impose additional requirements to ensure repayment.

- B. Applications will be reviewed by the Priority Planning Committee and their recommendation will be forwarded to the State Transportation Board, who, at their discretion, may award loans for the purposes applied for, within the limitations imposed by budgetary restraints. Successful applicants will enter into contract with the Aeronautics Division within six (6) months of State Transportation Board approval.

Policy 5

AIRPORT PLANNING GUIDELINES

I. BACKGROUND

Airport Planning Guidelines have been established by the State Transportation Board in order for the Aeronautics Division to accurately assess the limitations and deficiencies of airports in the State's Primary and Secondary Airport systems. These guidelines will be applied to airports in the Primary and Secondary system and evaluated periodically to determine the estimated statewide capital improvement costs required to bring the airports into compliance with the planning guidelines.

II. AIRPORT REFERENCE CODE

A. The FAA coding system for airports relates airport design criteria to the operational and physical characteristics of the airplanes intended to operate at an airport. The Airport Reference Code (ARC) consists of two components: Aircraft Approach Category and Airplane Design Group. Except for the Basic Airport category, the planning guidelines for airports in Arizona will be based on the FAA Airport Reference Code.

1. Aircraft Approach Category: The minimum approach speed of an aircraft at its maximum gross landing weight in the landing configuration.
2. Airplane Design Group: A grouping of airplanes based on wingspan.

III. AIRPORT PLANNING GUIDELINES – BASIC AIRPORTS

These facilities are more accurately referred to as “landing areas” rather than airports and are generally unpaved with few, if any, facilities. There are no field operating gross weights provided for these airports and the pilot assumes all risks for possible damage to their aircraft. It is assumed that single engine piston powered aircraft weighing less than 12,500 pounds may operate at these facilities. Operational activity is expected to be less than a flight per day. It is anticipated that these airports will meet the imaginary surface requirements for a visual utility runway with visual approach.

A. Runway Length and Width: The runway length and width will vary, however, runway length guidelines to accommodate aircraft weighing less than 12,500 lb categories are listed below. A minimum runway of 50 feet is recommended with the optimum being a width of 100 feet or wider:

ARIZONA LOCATION*	Mean Maximum Temp. Range	Elevation Range	Minimum (1) Runway Length (Ft)	Recommended (1) Runway Length (Ft)
Northwest	93 - 108 F	480 - 4,880	4,600	4,900
Southwest	103 - 106 F	124 - 2,300	2,750	4,200
Northeast	81 - 90 F	5,100 - 7,000	5,800	8,300
Southeast	93 - 101 F	3,185 - 4,600	4,600	5,800

Source: FAA AC 159-5325-4A, Fig. 2-1

(1) These guidelines are based on general characteristics of Arizona regions and are not intended to be used in the design or calculation of runway length for a particular airport.

* The north-south divider is 34-00N latitude. The east-west divider 112-00W longitude line.

- B. Taxiways: No taxiways are contemplated for landing areas in this category. The Runway will serve both purposes.
- C. Apron: An unpaved surface adjacent to the runway should be planned for these landing areas. Landing areas should provide a minimum of 1,000 square feet of graded surface located approximately 180-200 feet from runway centerline.
- D. Lighting: No utilities are anticipated at these facilities. Runway reflectors should be installed to delineate the runway width with a frangible device marked in "yellow" (such as a tire) to indicate the runway ends.
- E. Landing Aids: It is recommended, as a minimum, that these landing areas be equipped with a windsock at midfield.
- F. Terminal Facilities: No building or utilities are anticipated at these facilities. It is recommended that a weather protected sign be placed in the apron area indicating the following:
 - 1. Distance and direction to the nearest telephone or public safety facility.
 - 2. Distance and direction to the nearest hospital/emergency medical facility.
 - 3. Distance and direction to the nearest aviation fuel source.
 - 4. Distance and direction to the nearest town.
 - 5. Latitude, Longitude, elevation and runway length/width
- H. Other facilities and requirements: Perimeter fencing (4-strand barbed wire) should surround the landing area and be located at least outside of the imaginary surfaces (Part 77) of the airport.

IV. AIRPORT PLANNING GUIDELINES FOR AIRPORTS IN AIRPORT DESIGN GROUP I

These airports normally are designed to serve small aircraft, with operating gross weights of less than 12,500 pounds, capable of accommodating aircraft with less than 10 passengers with visual approaches to the runway(s).

- A. Runway length and width: the predominant type of aircraft that operate at the airport and the approach visibility minimums at the airport will determine the minimum runway length and width. The most recent FAA Advisory Circular (AC) 150/5325-4, Runway Length Requirements for Airport Design, AC150/5300-13, Airport Design and/or the Aircraft Performance Manual for the critical aircraft will be used to determine the appropriate runway dimensions.
- B. A minimum of a Turnaround taxiway will be located at both runway(s) ends. For ARC B-I airports, a partial parallel taxiway is recommended.
- C. Runway Safety Area: The runway safety area will be 120 feet wide centered on the runway centerline and a minimum length of 240 feet beyond the actual ends of the runway, in accordance with the most recent FAA AC 150/5300-13.
- D. These airports will have at least one windsock/wind indicator. This windsock should be lighted (if night operations are permitted) and located at/or near the runway midfield.
- E. Both paved and unpaved airports should have a graded area for parking the based aircraft as well as at least two transient aircraft. All parking spaces should be

- equipped with a minimum of one tiedown. The location of the parking apron should be in accordance with the most recent FAA AC150/5300-13.
- F. As a minimum, the airport should have an Airport Layout Plan (ALP), property map and a recorded title or long term (more than 20 year) lease on file with the Aeronautics Division.
 - G. The airport should be free of obstructions in the primary, approach and transition surfaces in accordance with FAR Part 77, Objects Affecting Navigable Airspace. The minimum approach slope to the airport should be 20:1. The airport should protect any current instrument approach procedure or potential future approach.
 - H. These airports should be equipped with Runway Delineators or other night lighting aid. ARC B-I airports should be equipped with medium intensity runway lights (MIRL) and Taxiway delineators.
 - I. The airport should have a continuous access road to a paved city/town/county or state roadway system. Pilot waiting area facilities should be provided when the airport has a minimum of 10-based aircraft and/or 5,000 annual operations.
 - J. A rotating beacon is required for an ARC B-I airport and a visual glide slope approach indicator (VGSI) is recommended.
 - K. The airport should have adequate hazardous waste facilities for local or transient aircraft in the aircraft parking area. Airport users should be required to comply with all State and Federal hazardous waste material guidelines.

V. AIRPORT PLANNING GUIDELINES FOR AIRPORTS IN AIRPORT DESIGN GROUP II

These airports normally are designed to serve small to medium sized aircraft, with maximum gross weights of less than 25,000 pounds, accommodating less than 35 passengers. These airports will meet all of the minimum design standards of Group I and:

- A. The airports with scheduled commercial passenger service will meet the minimum requirements of FAR Part 139.
- B. Taxiways: These airports will have a minimum of a partial or full-length parallel taxiway (mandatory for annual operations in excess of 20,000). If the runway is paved, the parallel taxiway should be paved. Run up areas should be provided at both ends of the runway(s).
- C. These airports should be equipped with the following minimum navigational aids:
 - 1. At least one lighted windsock/wind indicator located at/or near the midpoint of the runway and one at each runway end.
 - 2. A beacon.
 - 3. Medium Intensity Runway Lights (MIRL) and Medium Intensity Taxiway Lights (MITL) on all taxiways. A Runway Approach Lighting system may be required in support of an instrument approach procedure.
 - 4. A segmented circle is required for all airports in this Group. An airport approach aid (Visual Approach Slope Indicator, Precision Approach Path Indicator, Generic Visual Glideslope Indicator) at those airports with more than 15,000 annual operations.

5. These airports may provide terminal facilities for pilots and passengers if the operational and based aircraft levels meet the demand requirements. The following Terminal services should be provided as a minimum: a telephone, access to weather data, access to FAA Flight Facilities, a waiting area, restroom facilities, portable fire extinguishers, and posted local area procedures/ emergency procedures. In the absence of fuel, eating, ground transportation and sleeping facilities, information should be available on where these accommodations can be obtained in the local area. NOTE: Terminal services may be provided by a Fixed Base Operator (FBO) and/or airport sponsor.
- D. These airports should have a graded area for parking the based (non-hangared) aircraft as well as at least six transient aircraft at paved or unpaved airports. All apron parking spaces (paved/unpaved) should be equipped with at least three-point tiedowns. The location of the parking apron should be in accordance with the most recent FAA AC 150/5300-13.
- E. These airports should be fenced.
- F. Whenever possible, a nonprecision instrument approach without vertical guidance should be planned for the airport.

VI. AIRPORT PLANNING GUIDELINES FOR AIRPORTS IN DESIGN GROUPS III

- A. These airports normally are designed to serve small, medium and large sized aircraft, with maximum gross weights of less than 90,000 pounds, capable of accommodating aircraft with more than 35 passengers. These airports will meet all of the minimum design standards of Group I and II and. Airports with scheduled commercial passenger service will meet the minimum requirements of FAR Part 139.
- B. All main runway(s), taxiways/taxi lanes and apron areas will be paved.
- C. All runways and taxiways will be lighted. Transient and local tiedown facilities will be lighted in the main terminal area. Airports with commercial air service will meet the minimum-security requirements established by FAA FAR 107.1 108.1 and the standards imposed by the Transportation Security Administration (TSA).
- D. Have the following minimum Terminal Facilities: on location weather data terminal; fuel facilities to accommodate both piston and jet aircraft; either commercial eating facilities or vending machines; access to rental car facilities; maintenance facilities for the repair of aircraft, avionics, engine and airframe; and a waiting/lounge area. (NOTE: Some or all of these services may be provided by the FBO's however, the airport sponsor is responsible for monitoring the condition of mandatory facilities.)
- D. In addition, the following equipment may be authorized for this type facility: ARFF rescue equipment, Runway sweeper, landscaping tractor, and Snowplow.
- E. Emergency generating equipment for the Beacon, Runway Lights, Visual Approach Aid, Air Traffic Control Tower (ATCT) (optional), and emergency equipment.
- F. A precision instrument approach to the main runway ends is recommended for commercial service airports.

VII. AIRPORT PLANNING GUIDELINES FOR AIRPORTS IN DESIGN GROUP IV AND V

- A. These airports are designed to serve small, medium and large sized aircraft, with maximum gross weights of less than 300,000 pounds (Design Group IV), and over 600,000 pounds (Design Group V) capable of accommodating aircraft with more than 50 passengers. These airports will meet all of the minimum design standards of Group I, II and III. Airports with scheduled commercial passenger service will meet the minimum requirements of FAR Part 139 and the security standards of FAR Part 107 and 108 and/or the standards imposed by the TSA.
- B. Precision instrument approaches to all runways are recommended for commercial service airports.

AIRPORT PLANNING GUIDELINES – Quick Reference Table

	Airport Design Group					
Planning Element	Basic	Group I A	Group I B	Group II	Group III	Group IV & V
Land:						
Airside (acres)	20	53	57	81	200	As required
Land side (acres)	4	8	12	24	30	As required
Runways:						
Length/width (feet)		Follow FAA Advisory Circular 150/5352-4 and 150/5300-13				
Strength (in 1,000 of lbs. SWL)	5,000	12,500	12,500	25,000	90,000	Critical aircraft
Surface type	Gravel	Asphalt/gravel	Asphalt	Asphalt	Asphalt	Asphalt
Runway protection zone	Follow Federal Regulation Part 77 – Objects Affecting Navigable Airspace					
Taxiways:						
Full parallel width (width in feet)		25	35	35	50/60	75
Partial parallel (length/width in feet)			1,500/35	As required	As required	As required
Connector stubs (#)		1	2	3	3	As required
Turn-a-rounds (#)	1	2	2			
Design clearances, Rwy C/L to:						
Parallel Taxiway C/L (feet)		150	225	240	300/400	As required
Aircraft parking (feet)		125	200	250	400/500	500
Building/hangars (feet)	Follow Federal Regulation Part 77 – Objects Affecting Navigable Airspace					
Aircraft Parking aprons (paved)						
GA apron (sq yd per BA)	150	300	300	300	450	600
AC apron (sq yd per gate)				450	450	Critical aircraft
Transient apron (sq yd per position)	150	360	360	360	450	600
Tiedowns	Generally maintain 25 above the number of based aircraft					
Lighting:						
Runway	Reflectors	Reflectors	MIRL	MIRL	MIRL	MIRL/HIRL
Taxiway			Reflectors	MITL	MITL	MITL
Apron			Yes	Yes	Yes	Yes
Beacon						
Approach aids:						
REIL					Yes	Yes
Radio communications					Yes	Yes
Runway approach				As required	As required	Yes
Instrument approach	As required	As required	As required	NPA	NPA/NPV	Precision
Landing aids:						
Wind indicator	Yes	Yes	Yes			
Segmented circle				Yes	Yes	Yes
VGSI			As required	Yes	Yes	Yes
Building:						
Pilot waiting area (sq ft)	As required	450	600	600	600	As required
Passenger terminal, AC only (sq ft)				450	450	As required
Based aircraft to hangar ratio		4:1	4:1	4:1	2:1	As required
Administration area (sq ft)		200	200	300	400	As required
Other facilities and requirements:						
Fencing (see note A)	Perimeter	Perimeter	Perimeter	Perimeter	Perimeter	Perimeter
Restrooms	As required	Yes	Yes	Yes	Yes	Yes
Eating areas	As required	Coin operated	Coin operated	Coin operated	Lunch counter	Full service
Fueling areas	As required		Yes	Yes	Yes	Yes
Maintenance areas	As required			Yes	Yes	Yes
Utilities	As required	Yes	Yes	Yes	Yes	Yes
Part 139 certificate	N/A	N/A	N/A	Only if served by AC		Yes
Auto parking spaces	Dependant on local conditions					As required
Pavement management	Pursuant to Aeronautics Division APMS					As required

Table definitions and notes:

AC = Air Carrier

NPA = Non precision approach without vertical guidance

NPV = Non precision approach with vertical guidance

SWL = Single wheel loading criteria

VGSI = Visual Glide Slope Indicators

Note A: Fencing and security requirements are determined by the airport's role and FAA/TSA regulations.

Policy 6

ARIZONA AIRPORT PAVEMENT PRESERVATION PROGRAM

I. PURPOSE

The airport system in Arizona is a multi million-dollar investment of public and private funds that must be protected and preserved. State aviation fund dollars are limited and the State Transportation Board recognizes the need to protect and extend to the maximum amount the useful life of the airport system's pavement. This policy is established to create an airport pavement preservation program to assist in the preservation of the Arizona airport system infrastructure.

II. BACKGROUND

Public Law 103-305 requires that airports requesting Federal AIP funding for pavement rehabilitation or reconstruction have an effective pavement maintenance management system. To this end, ADOT-Aeronautics has completed and is maintaining an Airport Pavement Management System (APMS) which, coupled with monthly pavement evaluations by the airport sponsors, fulfills this requirement.

The Arizona Airport Pavement Management System uses the Army Corps of Engineers' "Micropaver" program as a basis for generating a Five-Year Airport Pavement Preservation Program (APPP). The APMS consists of visual inspections of all airport pavements. Evaluations are made of the types and severities observed and entered into a computer program database. Pavement Condition Index (PCI) values are determined through the visual assessment of pavement condition in accordance with the most recent FAA Advisory Circular 150/5380-6 and range from 0 (failed) to 100 (excellent). Every three years complete database updates, with new visual observations, are conducted. Individual airport reports from the update are shared with all participating system airports. The Aeronautics Division ensures that the APMS database is kept current, in compliance with FAA requirements.

III. DEFINITIONS

- A. Airport Pavement Management System (APMS): The Aeronautics Division has developed an APMS that includes all paved, public use airports. It is the basis for assigning Pavement Condition Index (PCI) numbers to pavement areas. This system will be managed in the Aeronautics Division with the information in the database available to all airports.
- B. Pavement Condition Index (PCI): The PCI is a calculated number based upon the distress types, severities, and quantities observed during a visual inspection of the pavement surface. For the purpose of this policy, overall airport pavements are first divided into airport branches/sections, and sample units before a visual distress condition evaluation is accomplished. The final analysis averages many distress types and severities to arrive at an overall PCI for each branch.

- C. Pavement Priority Rating Number (PPRN): The PPRN is a value assigned to each pavement section that represents its priority level within the entire Arizona airport system. The number is derived from a table using the PCI ranges of different airport classifications (Commercial, Reliever, Primary and Secondary) versus airport uses (Main Runways, Aprons, Secondary Runways, and Taxiways). The PPRN for each individual identified project is ranked in the Priority Rating System to select projects to be funded during a five-year period. The higher the number the higher the priority. See Appendix A for the PPRN table.
- D. Airport Pavement Preservation Program (APPP): This program involves the management by Aeronautics and airport sponsors of projects associated with the maintenance and repair of airport pavements. The projects developed through an analysis of the Pavement Condition Index (PCI) values and treatment matrixes are prioritized for recommendation to be funded through this program.
- E. Arizona Treatment Matrix: PCI numbers and ranges trigger different pavement repairs or treatments (i.e. crack seal/slurry seal; overlays [both thin and thicker]; complete reconstruction [both asphaltic concrete and Portland cement concrete]; etc). See Appendix B for the treatment matrix table. Note that not all treatments are APPP eligible because of limited available funding.
- F. Statewide Maintenance Contracts: A statewide maintenance contract to provide materials and such construction services as crack sealing, surface treatments, and thin overlays. The Aeronautics Division or any airport sponsors may use these contracts.
- G. Inter-Government Agreements (IGA): An agreement between ADOT-Aeronautics and any airport sponsor. These agreements allow statewide maintenance contracts to be administered by Aeronautics on behalf of the airport sponsor and incorporate the same grant assurances as the current Aeronautics Division grant agreements.
- H. Network: All of the airside pavements of the airports included in the Airport Pavement Management System, excluding paved hangar areas.

IV. ELIGIBILITY

Every year the Aeronautics Division, utilizing the APMS, will identify airport pavement maintenance projects eligible for funding for the upcoming five years. These projects will appear in the State's Five-Year Airport Development Program. Once a project has been identified and approved for funding by the State Transportation Board, the airport sponsor may elect to accept a state grant for the project and not participate in the Airport Pavement Preservation Program (APPP) or the airport sponsor may sign an Inter-Government agreement (IGA) with the Aeronautics Division to participate in the APPP.

- A. Eligible Airports: To be eligible for this program, the airport sponsor must certify an annual maintenance program to the Aeronautics Division. This certification includes information concerning the prior year's type, cost and frequency of routine pavement maintenance conducted at the airport. It is important that the local airport sponsor recognizes that the APPP is not designed to relieve the airport owner of his responsibility

to maintain the airport. The APPP is envisioned to assist the airport in meeting this obligation only and is not assuming any liability or obligations of the airport owner.

- B. Eligible Projects: The pavement maintenance treatments that are recommended for funding through the APPP include crack sealing, surface treatments (including slurry seals) and thin overlays. Other more expensive and extensive treatments are currently not eligible due to limited funds available. Appendix B illustrates all the recommended airport pavement treatments.
- C. Grant Duration Limitation: One of the objectives of the APPP is to protect and extend the useful life of the existing pavement investment. In order to ensure the maximum return of the expenditure of state funds for pavement preservation, it is imperative that the work be completed within as short a timeframe as possible. Therefore, grants for pavement maintenance projects will be limited to twelve months and if not completed within that time frame must be returned for possible consideration at a later date.
- D. Active Pavement Maintenance Projects: Only one pavement maintenance project per airport will be identified annually. No subsequent pavement maintenance project will be programmed until the current identified and funded project is completed.

V. AIRPORT PAVEMENT PRESERVATION PROGRAM PROCEDURES

- A. Project Selection: The Aeronautics Division inputs statewide data including PCI numbers (which trigger various pavement treatments - see Appendix B) and priority numbers (see Appendix A) into the APMS. The result is a network - project prioritized - construction list. The pavement maintenance treatments that are recommended for funding include crack sealing, surface treatments (such as slurry seals) and thin overlays. As a rule, pavement repairs performed early in the life cycle of a pavement (such as crack sealing or surface treatments) are more cost-effective than repairs that have been delayed until major rehabilitation is required (such as reconstruction). Therefore, to maximize the benefit received from the expenditure of pavement preservation funds, projects with very low PCI values—which require a great deal of money to rehabilitate with little effect on the overall statewide PCI—are not currently eligible considering the limited state resources available for the program. However, these projects will be recommended for construction with Federal aid funds. Projects with high PCI values, where timely maintenance will render excellent life cycle potential, are given a high program funding priority within the pavement preservation program. Projects not selected for funding will be considered as back-up projects and reconsidered for future programming.
- B. State Transportation Board Approval: The statewide pavement preservation project list generated by the Aeronautics Division is sent to the Priority Planning Advisory Committee and the State Transportation Board along with the annual update to the Five-Year Airport Development Program and approval. The State Transportation Board must approve program changes.
- C. Non-Participating Airport Sponsors: Any airport sponsor may elect to not participate in the APPP. Under this option, the Airport Manager and Airport Sponsor are responsible for accomplishing project construction, including the hiring and supervision of

consultants and contractors as required. These projects will be handled the same as the current airport development grant program.

1. Participating Airport Sponsors: If an airport sponsor decides to participate in the program, then an Inter-Government Agreement (IGA) between the Airport Sponsor and the Aeronautics Division will be required. The airport maintenance construction projects will be managed and administered by the Aeronautics Division. The Division will contract for a Pavement Management Engineering Consultant to assist in the management, design, testing and quality control to administer the program. Through the use of statewide maintenance contracts for materials and construction services it is believed that there will be a large "Economy of Scale" cost savings.

E. Project Construction: When a project is constructed under the Inter-Government Agreement (IGA) process, the Aeronautics Division and its Pavement Management Engineering Consultant will be responsible for the contract administration. This involves the following:

1. Meet with the sponsor at the airport - prior to construction - to assure that the prescribed pavement treatment is prudent and to coordinate the start to finish schedule including how project quality control will be administered.
2. Activate the appropriate statewide contract and oversee the project construction.
3. Schedule progress meetings as necessary with the Aeronautics Division, the contractor and the airport sponsor.
4. Conduct inspections as necessary including a final inspection with all interested parties participating.
5. Assure that the contractor, suppliers etc. are properly paid on time; that the work is completed in a timely fashion; and that all documentation (including "Record Drawings") is properly submitted before final payment is made.

F. Project Completion and Acceptance: The Aeronautics Division staff and an airport representative will conduct Final inspections for all pavement preservation projects. No project can be closed with final payment made until the Aeronautics Division receives final documents.

APPENDIX A

PAVEMENT PRIORITY RATING CRITERIA

The Arizona Division of Aeronautics has based its pavement priority rating system upon the following factors:

- Pavement Use: Primary Runway, Secondary Runway, Apron, or Taxiway
- Airport Classification: Commercial, Reliever, Primary, or Secondary
- Pavement Condition in Terms of the Pavement Condition Index (PCI) which goes from 0 (failed) to 100 (excellent)

The rating system developed by the Division is shown in the following table. The higher the priority numbers the higher its priority.

	Commercial Airport				Reliever Airport				Primary Airport				Secondary Airport			
	PCI				PCI				PCI				PCI			
Use	100-71	70-56	55-41	40-0	100-71	70-56	55-41	40-0	100-71	70-56	55-41	40-0	100-71	70-56	55-41	40-0
Main Runways	100	95	90	120	90	85	80	110	80	75	70	100	70	65	60	90
Aprons	80	75	70	100	70	65	60	90	60	55	50	80	50	45	40	70
Secondary Runways	60	55	50	80	50	45	40	70	40	35	30	60	30	25	20	50
Taxiways	40	35	30	60	30	25	20	50	20	15	10	40	20	15	10	30

Commercial Airports: Flagstaff, Grand Canyon, Laughlin, Page, Ernest A Love, Show Low, Sierra Vista, Sky Harbor (not included in analysis), Tucson International (not included in analysis), and Yuma

Reliever Airports: Williams Gateway

Primary Airports: Ajo, Bagdad, Benson, Bisbee Douglas International, Bisbee Municipal, Buckeye, Casa Grande, Chandler, Greenlee, Colorado City, Coolidge, Cottonwood, Deer Valley, Cochise College, Douglas Municipal, Eloy, Gila Bend, Goodyear, Holbrook, Falcon Field, Nogales, Payson, Ryan, Safford, Scottsdale, Springerville, St. Johns, Taylor, Marana, Cochise County, H.A. Clark, and Winslow.

Secondary Airports: Kearny, San Manuel, and Rolle

Secondary Runways:

Bisbee-Douglas International: 8/26
Chandler: 4L
Colorado City: 2/20
Coolidge: 17/35
Deer Valley: 7L
Kingman: 17/35
Falcon Field: 4L/22R
Ernest A. Love: 12/30 and 3L/21R

Ryan: 15/33 and 6L/24R
Safford: 8/26
Show Low: 3/21
Springerville: 11/29
St. Johns: 3/21
Marana NW Regional: 3/21
Williams Gateway: 12C and 12L
Winslow: 11/29

APPENDIX B
APPP Eligibility/PCI Trigger Criteria

Treatment Name	Treatment Trigger	Effect On Pavement Life	Project Eligibility
Crack Seal and Slurry (note: for porous friction course runways crack seal only)	If PCI is between 70 and 85, Then Triggered	Extend life by seven (7) years	Eligible for APPP Funding
Overlay – AC Thin (1.5 inches)	If PCI is between 55 and 70, Then Triggered	Resets PCI to 100	Eligible for APPP Funding
PCC restoration	If PCI is between 50 and 70, Then Triggered	Resets PCI to 100	Eligible for APPP Funding
Overlay – AC Structural (2 inches)	If PCI is between 40 and 55, Then Triggered	Resets PCI to 100	NOT Eligible for APPP Funding
Complete Reconstruction - AC	If PCI is less than 40, Then Triggered	Resets PCI to 100	NOT Eligible for APPP Funding
Complete Reconstruction - PCC	If PCI is less than 50, Then Triggered	Resets PCI to 100	NOT Eligible for APPP Funding

NOTE: AC stands for Asphalt Concrete. PCC Stand for Portland concrete cement.

The following airports have existing PCC pavement:

Williams Gateway
 Sierra Vista
 Scottsdale
 Prescott
 Page
 Nogales
 Mesa
 Lake Havasu

Laughlin-Bullhead
 Kingman
 Grand Canyon
 Phx – Goodyear
 Glendale
 Flagstaff
 Phx – Deer Valley
 Chandler

Policy 7

ARIZONA SMALL COMMUNITY AIR SERVICE PILOT PROGRAM

I. PURPOSE

To supplement a federal grant from the USDOT for the funding of a Pilot Program for Small Community Air Service in Arizona through a grant-in-aid from the State Transportation Board. Funding to support this program is obtained from the Arizona Department of Transportation funds collected pursuant to A.R.S. 35-146 and 147 and placed in a special account to be established by the Department of Transportation. The program has two purposes:

- A. To provide a means for eligible airport(s) to obtain grant funds from this program.
- B. To provide support for projects that are intended to improve scheduled air service to small communities.

II. DEFINITIONS

- A. Small Community Air Service Program: A Pilot Program (established by the Aviation Investment and Reform Act for the 21st Century (AIR-21), Public Law 106-181) designed to help smaller communities enhance their air service through projects public-private partnerships. AIR-21 gives priority to those communities where: (1) average air fares are higher than the air fares for all communities; (2) a portion of the cost of the project is provided from local, non-airport revenue sources; (3) a public-private partnership has or will be established to facilitate air carrier service to the public; (4) improved service will bring material benefits to a broad section of the traveling public.
- B. A Selected Community/Consortium: A Community or consortium that has applied to the Office of the Secretary of Transportation, United States Department of Transportation (USDOT), and has been selected by the Secretary to participate in the program.

III. ELIGIBILITY

In order to receive assistance under the Arizona Small Community Air Service Pilot Program (ASCASPP), a public entity must apply to the Secretary of Transportation, USDOT and be selected for participation in the AIR-21 pilot program. The eligibility duration under the program is one year.

- A. Selected Community/Consortium Program: The program submitted with the application to USDOT is the program that will be eligible for funds under ASCASPP.
- B. Eligible Projects: Only projects included in the Community/Consortium's USDOT application for the Pilot program are eligible for funding. Projects that were not included in the Selected Community/Consortium's application to USDOT will not be eligible for funds under this program.

- C. Federal Grant Agreement: Receipt of a signed and executed FAA grant agreement from the Selected Community/Consortium will be required to initiate reimbursement under ASCASPP.

IV. SOURCE OF GRANT FUNDS:

The Arizona State Legislature (SB 1372) allocated a total of \$500,000 dollars of total grant funding available for this program in FY 2002-2003. Grant funds expended under the ASCASPP program are obtained from the Economic Strength Project fund. Each month (beginning July 2002) ADOT will set-aside \$41,666 into a special account for ASCASPP. The State Transportation Board must approve the distribution of these funds. The Aeronautics Division will determine and administer the reimbursement of these funds to the Selected Community/Consortium.

V. COMMUNITY APPLICATION

Any community that is selected to be a part of the Federal Pilot Program and chooses to apply to the ADOT for supplemental State funding shall complete the following steps:

- a. Submit a completed ADOT Aeronautics ASCASPP application (Appendix A).
- b. Submit a copy of the application sent to the USDOT for this Program.
- c. Submit a copy of the Federal Grant Offer.

VI. APPLICATION REVIEW

The Aeronautics Division will evaluate and recommend action to the State Transportation Board. Successful applicants will execute a Grant Agreement under the ASCASPP with the Aeronautics Division within 120 days of State Transportation Board approval.

VII. REIMBURSEMENT PROCEDURES

The Aeronautics Division will process all reimbursement requests based upon the application, and grant agreement. Funding will be limited to funds available in the account not to exceed the amount approved by the State Transportation Board. Should the federal pilot program be extended, grants shall be awarded on a first come, first served, as available basis. Reimbursement administrative requirements will be the same as those used for a State Aviation Fund grant.

APPENDIX A

ARIZONA SMALL COMMUNITY AIR SERVICE PILOT PROGRAM **APPLICATION INSTRUCTIONS and FORM**

APPLICATION INSTRUCTIONS

Section 1. **APPLICANT BACKGROUND INFORMATION**

- A.** The name of the Applicant must be an Airport Sponsor or Consortium
- B.** If a Consortium, indicate members of the partnership
- C.** If a Consortium of Airports, indicate all airport names
- D.** If a Consortium, indicate one (1) member who will be the responsible Sponsor for the grant administration and reimbursement.

Section 2. **GRANT FUNDS USE:** Respond to all the statements. The “Other” category is available for construction projects or those projects that do not fall under the other two categories.

Section 3. **PROJECT DESCRIPTION**

- A. B.** Sponsors must include the federal Grant Application Letter that includes a brief description of the project and estimated cost. If more than one project is to be conducted under this application, separately describe each project and its estimated cost.
- C.** Briefly describe the project(s), e.g. “Air Passenger Terminal expansion”. If more room is required, attach an addendum sheet with the additional projects and place the words “See Addendum, attached” in this block.
- D.** If any one of the projects listed in “C” above are “construction” projects, continue to respond to the questions in this section. If not, skip to paragraph 4. **Local Government Approval**

Section 5. **LOCAL GOVERNMENT APPROVAL**

- A.** If a Grant Agreement is required to be accepted by a City or Town Council/County Board of Supervisors, a copy of the acceptance/resolution document should be attached, otherwise indicate a “No” response to this statement.
- B.** If a Consortium, a contract/letter of agreement between the parties should be attached.

Section 4. **FINANCIAL REIMBURSEMENT SCHEDULE**

- A.** Repayment schedule for ADOT’s funding participating.

Section 5. **LOCAL GOVERNMENT APPROVAL**

- A.** The local government resolution or consortium contract/LOA must indicate the responsible agency and date of acceptance
- B.** The Sponsor or designated representative of the Consortium must sign and date the application.

For additional information or assistance, please contact:

Michael Klein
Airport Development Program Administrator
ADOT/Aeronautics Division
P. O. Box 13588, Mail Drop 426M
Phoenix, AZ 85002-3588
Phone: 602-294-9144

ARIZONA SMALL COMMUNITY AIR SERVICE PILOT PROGRAM
APPLICATION FORM

1. APPLICANT BACKGROUND INFORMATION

- A. Name of applicant _____
- B. Check one: ___ Local Government ___ Airport Authority ___ Public-Private Partnership
(Indicate Private entity) _____ Other _____

- C. Airport(s): _____

- D. Contact Person _____ Telephone # _____
- E. Facsimile # _____ E-Mail Address _____
- F. Address _____

- G. Grant for Fiscal Year: _____

2. GRANT FUNDS USE

- A. Provide subsidy for service to and from the airport for not more than 3 years.
(Yes) (No)
- B. Provide assistance to obtain air passenger service to a community.
(Yes) (No)
- C. Implement measures to improve air passenger service in terms of cost of service and availability
through Marketing and advertising.
(Yes) (No)
- D. Other: _____

- D. Grant will be combined with a federal grant in support of an airline subsidy.
(Yes) (No)

3. PROJECT DESCRIPTION

- A. Airline Subsidy Project: Name of Airline: _____
- (1). Basis of Subsidy: ___ Air Fare ___ Operating Cost ___ Other (explain below)

- (2). Current Air Fare Cost _____ Current Operating Cost Per Flt: _____
- (3). Attach schedule of Subsidy Analysis (USDOT application)

- B. Marketing/Advertising Project (indicate each project, e.g. marketing or advertising, and associated cost): Est. \$'s

- C. Project Other (describe with estimated cost):

- D. If any of the project(s) in Paragraph C above are airport construction projects, the following information is required: (NOTE- if there are no construction projects, skip to Paragraph E.)

(1) Compatibility of this project with FAR Part 77 (Yes) (No);

(2). Illustrated on the Airport Layout Plan (ALP) (Yes) (No).

(3). If the answer to either 1) or 2) is "No", explain below:

Note: Projects not on the current ALP will require an ALP update at the completion of construction.

(4). Is an Environmental clearance required? (YES) (NO) If "Yes", list:

Type	Date submitted for approval	Date approved
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

(5). Has an FAA Form 7460-1, Notice of Construction or Alteration, been filed?

(Yes)

(No)

If "Yes": Date Filed: _____; FAA Response Date _____;

Approved: (Yes) (No);

Pending: (Yes) (No) Estimated Response date: _____.

4. FINANCIAL REIMBURSEMENT SCHEDULE

- A. Attach a schedule of reimbursements anticipated by the Applicant for ADOT Aeronautics Division information. Grant reimbursement requests are not guaranteed and will be based upon the availability of funds.

5. LOCAL GOVERNMENT APPROVAL (Please attach the following)

- A. Resolution specifying authority to request the grant ____ Yes ____ No

- B. Approval for application indicated below ____ Yes ____ No

If "No" indicated to "4. A, or B, above, please explain

Authorized Official's Signature

Date

Typed Name and Title

Attachments:

1. Copy of federal USDOT SCASDPP Application
2. Copy of FAA Grant Acceptance by Community/Consortium
3. Consortium Letter of Agreement/Contract (if applicable)

Send Original Signed application and Two (2) additional signed copies with all attachments to:

Michael Klein, Airport Development Program Administrator
ADOT - Aeronautics Division
P. O. Box 13588, Mail Drop 426M
Phoenix, AZ 85002-3588